

Minutes – September 1, 2016

SRC Executive Committee - Steering

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Thursday, September 1, 2016	12:00 pm – 1:30 pm	Vermont Association for the Blind & Visually Impaired (VABVI) 60 Kimball Avenue South Burlington, VT 05403	
Meeting called by	Adam Leonard, Chair at 12:10 p.m.		
Members Present	Sam Liss, Diane Dalmasse and Alaina Clements		
Members Absent	n/a		
SRC Liaison	Unable to attend today's meeting		
SRC Coordinator	Rebekah M. Stephens		
Interpreters	-----		
Speakers/Presenters	-----		
Guests	Sarah Launderville and Ashley Pulaski		
1. Today's Agenda			
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Discussion	No discussion. Sam Liss moved to accept. Alaina Clements 2 nd .		
Conclusions	Today's agenda accepted.		
Action Items		Person Responsible	Deadline
None		n/a	n/a
2. Approval of Minutes – May 5, 2016 Committee Meeting			
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Discussion	No discussion. Sam Liss moved to approve. Alaina Clements 2 nd .		
Conclusions	Minutes approved.		
Action Items		Person Responsible	Deadline
Upload approved minutes to www.VTSRC.org		Rebekah Stephens	9/9/2016
3. Discussion and Approval of October 6, 2016 SRC Meeting Agenda			
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Discussion	Diane Dalmasse suggested Lisa Young be invited to the SRC meeting to present the the AWARE Update as she is the coordinator of that project. Members reviewed proposed draft agenda.		
Conclusions	Draft agenda approved.		
Action Items		Person Responsible	Deadline
Invite Lisa Young to October 6, 2016 SRC meeting		Rebekah Stephens	9/9/2016
Distribute approved draft SRC agenda to full SRC		Rebekah Stephens	9/23/2016
4. Update and Final Approval – 9 th Annual SRC Retreat (October 13, 2016)			
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Discussion	Committee members agreed that an ice breaker activity should be included in Retreat agenda. The Welcome and Overview of the Day will be done by Adam Leonard and will be combined with the introductions. All individuals that have applied for SRC membership will be invited to the Retreat. Along with all VR managers.		
Conclusions	Rebekah Stephens will submit two ice breaker options to Committee for approval. Rebekah will lead the ice breaker at the Retreat.		
Action Items		Person Responsible	Deadline
Submit ice breaker options to Committee members		Rebekah Stephens	9/16/2016
Distribute draft agenda for 9 th Annual SRC Retreat to full SRC		Rebekah Stephens	9/30/2016
5. Progress Update – Disability Summit			
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Discussion	The sub-committee for the Planning of the Disability Summit has met once and the primarily framework of who will be invited was discussed. There will be an additional 3 meetings before the actual summit. Approximately 45 individuals will be invited. A venue and time have not yet been decided upon. There may be limited involvement by state employees. Ed Paquin will be contacted for partnering around the Summit. The second meeting has not yet been scheduled. The sub-committee is waiting on Jessalyn Gustin to reach out to Ed Paquin and get his input. Ed Paquin is the executive director of Disability Rights Vermont (DRVT) and his participation in the Summit is a good idea. Diane suggested the sub-committee also reach out to the new Governor when the time comes.		
Conclusions	Thank you Sam and Diane!		
Action Items	Person Responsible	Deadline	
Include Update on Disability Summit on November 3, 2016 Steering Committee meeting agenda	Rebekah Stephens	10/21/2016	
6. Recruitment Update			
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Discussion	Rebekah provided an update on status of recruitment. There are currently 9 initial appointment applications and 5 reappointment applications sitting in the Governor's office. Jessica Gingras, the Governor's appointment coordinator is currently on leave for her wedding. Her email response states that she will process all applications when she returns on September 12, 2016. Spencer Lemons resigned from the Council this July. This leaves 2 #6 – Representatives of business, industry and labor slots open on the Council. Recruitment for these slots is on-going. Once all appointments are processed all slots, with the exception of the 2 #6, will be filled.		
Conclusions	Good work!		
Action Items	Person Responsible	Deadline	
Continue recruitment efforts	Rebekah Stephens	on-going	
7. Other Business			
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Discussion	Diane Dalmasse had a discussion with the Steering Committee around VR's re-allotment funding.		
Conclusions	None.		
Action Items	Person Responsible	Deadline	
None	n/a	n/a	
1. Adjournment			
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Discussion	Sam Liss moved to adjourn. Alaina Clements 2 nd .		
Conclusions	Adjourned at 1:23 p.m.		
Action Items	Person Responsible	Deadline	
Draft minutes submitted for approval	Rebekah Stephens	9/30/2016	
Draft minutes uploaded to website www.VTSRC.org	Rebekah Stephens	9/30/2016	
Draft minutes emailed to Committee members	Rebekah Stephens	9/30/2016	
Minutes approved by Committee	Committee members	11/3/2016	
Approved minutes uploaded to website www.VTSRC.org	Rebekah Stephens	11/11/2016	